

# Village of Bluffton Council Meeting Agenda

Bluffton Town Hall, Third Floor  
154 North Main Street, Bluffton  
December 23, 2019 at 7:00 PM



## Opening Ceremonies

Call to Order, Mayor Johnson presiding  
Pledge of Allegiance

## Minutes

Approval of the minutes for the Village Council meeting held on Monday, December 9, 2019.

## Bills

### Committee Reports

Utilities – 12/13

### Boards & Commissions

Airport Commission – 12/13

## LEGISLATION

### Ordinance 09-19

#### 1<sup>st</sup> Reading

#### Emergency

An Ordinance amending Ordinance 02-19 (The Annual Appropriation Ordinance) and declaring an emergency.

### Resolution 23-19

#### 3<sup>rd</sup> Reading

#### Emergency

A Resolution to accept the rate charged by the Village of Ottawa, Ohio to the Village of Bluffton, Ohio for bulk water beginning January 1, 2020

### Resolution 24-19

#### 3<sup>rd</sup> Reading

A Resolution to renew the contract with the firm Hackenberg, Feighner, Bishop and Werth LLC, with Attorney Elliott T. Werth as the Village Solicitor for the Village of Bluffton, Ohio for a period of one (1) year effective January 1, 2020

### Resolution 28-19

#### 1<sup>st</sup> Reading

#### Emergency

A Resolution making certain transfers and declaring an emergency.

### Resolution 29-19

#### 1<sup>st</sup> Reading

#### Emergency

A Resolution making certain transfers at the legal level of control and declaring an emergency.

## Administrator's Report

- Public Works Department Report

## Safety Services Reports

## Meeting Dates (meetings held at the Town Hall unless otherwise noted)

Council Meeting – Monday, December 23<sup>rd</sup> at 7:00 pm

*Merry Christmas & Happy New Year!!*

Council Meeting – Monday, January 13 at 7:00 pm

## Public Comment

Adjournment – Motion and Second

Village of Bluffton - Regular meeting December 9, 2019 at 7:00 p.m.

Mayor Johnson presiding. Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner, and Talavinia present.

Sehlhorst motioned, seconded by Kingsley, to approve the minutes from the regular council meeting held on November 25, 2019. Roll Call: Yes (4) Messrs: Kingsley, Sehlhorst, Stahl, and Steiner. No (0), Abstain (2) Cupples and Talavinia, motion approved.

Talavinia motioned, seconded by Steiner, to approve the bills as presented. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Steiner motioned, seconded by Talavinia, to contract with Nancy Kindle as a consultant for Fiscal Officer training at a rate of \$30/hour. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

The fiscal officer gave the following readings:

3rd Reading:

Resolution No. 21-19 – A Resolution of Necessity for the Jefferson Street Improvement Project, Phase II. Sehlhorst motioned to approve the third reading, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Resolution No. 22-19 – A Resolution authorizing the Village Administrator to enter into an agreement with the Johnny Appleseed Metropolitan Park District for the purpose of making application and accepting funds from the 2020 Cooperative Park Improvements Grant Program and declaring an emergency. Stahl motioned to suspend the rules, seconded by Steiner. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved. Cupples motioned to adopt the Resolution, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

2nd Reading:

Resolution No. 23-19 – A Resolution to accept the rate charged by the Village of Ottawa, Ohio to the Village of Bluffton, Ohio for bulk water beginning January 1, 2020. Steiner motioned to approve the second reading, seconded by Talavinia. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Resolution No. 24-19 – A Resolution to renew the contract with the firm Hackenberg, Feighner, Bishop and Werth LLC, with Attorney Elliott T. Werth as the Village Solicitor for the Village of Bluffton, Ohio for a period of one (1) year effective January 1, 2020. Stahl motioned to approve the second reading, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Resolution No. 25-19 A Resolution authorizing the use of unappropriated funds for the purchase of new equipment not to exceed \$2,500.00 and declaring an emergency. Sehlhorst motioned to suspend the rules, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved. Kingsley motioned to adopt the resolution, seconded by Talavinia. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Resolution No. 26-19 A Resolution authorizing the submission of a fiscal year 2020 Ohio Airport Matching Grant Application for the FAA FY 2019 funded grant project along with accepting funds and declaring an emergency. Cupples motioned to suspend the rules, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved. Sehlhorst motioned to adopt the Resolution, seconded by Cupples. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

1<sup>st</sup> Reading:

Resolution No. 27-19 A Resolution authorizing the temporary appropriations for the Year 2020 for the Village of Bluffton, Ohio and declaring an emergency. Talavinia motioned to suspend the rules, seconded by Steiner. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved. Steiner motioned to adopt the Resolution, seconded by Talavinia. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Sehlhorst motioned to hold an executive session for a real estate update to include Council, the Mayor, Village Administrator, Asst. Village Administrator, Fiscal Officer, and the Solicitor, seconded by Kingsley. Roll Call: Yes (6) Messrs: Cupples, Kingsley, Sehlhorst, Stahl, Steiner and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned to adjourn the executive session. Council returned to regular session.

Cupples motioned to adjourn the meeting.

The following meetings/events were included on the agenda and/or scheduled during the meeting:

Airport Commission – Friday, December 13 at 10:00am at the Airport.

Utilities Committee – Friday, December 13 at 2:30pm.

Council Meeting – Monday, December 23 at 7:00 p.m.

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MAYOR

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FISCAL OFFICER

VILLAGE OF BLUFFTON - Preliminary  
VOUCHER REPORT 12/23/2019

VENDOR	AMOUNT	DESCRIPTION
360 INTERACTIVE	170.50	KEY FOBS
ALL SERVICE AERATION, INC	532.50	PORTABLE TOILETS
ALLEN COUNTY AWARDS LLC	33.00	CITIZEN OF THE YEAR
ALLEN COUNTY AWARDS LLC	30.00	NAME PLATE
ALLOWAY TESTING	170.00	TESTING
ALLOWAY TESTING	127.50	TESTING
AMERICAN ELECTRIC POWER	921.98	ELECTRIC
ANTHEM	14,753.93	INSURANCE
BASINGER, JAN	265.70	CERTIFICATION RENEWAL
BASINGER PLUMBING & HEATING	89.39	FOIL BUBBLE WRAP
BLUFFTON NEWS	65.00	ADVERTISING
BLUFFTON PRECAST CONCRETE	337.00	STORM GRATE WORK
CINCINNATI INSURANCE	475.00	BOND RENEWAL
CLEMANS NELSON	175.00	RETAINER
EVERETT J PRESCOTT INC	275.00	WATER SUPPLIES
GAME TIME	4,690.00	EQUIPMENT INSTALLATION
GRAINGER INC	309.17	SUPPLIES
GREAT LAKES BILLING ASSOCIATES, INC.	1,002.44	EMS BILLING SVC
GS OVERHEAD DOOR SERVICE LLC	1,000.00	VILLAGE PARK RR DOORS
HACKENBERG, BEUTLER, RASMUSSEN & F	2,700.00	SOLICITOR FEE
K - T EQUIPMENT RENTAL INC.	665.48	LIFT RENTAL
KALIDA TRUCK	336.51	PLOW REPAIR
KIRBY'S SAND & GRAVEL	405.00	BUCKEYE PARK FALL PROTECTION
KOI ENTERPRISES, INC.	233.85	PARTS
LEIBER GARAGE	38.95	PD AUTO REPAIRS
LIMA ALLEN CO. REGIONAL PLAN.	1,650.00	MEMBERSHIP ASSESSMENT 2020
LYNN CARD CO	105.95	CHRISTMAS CARDS
M&R PLUMBING & HEATING	35.85	PARTS
MID-AMERICAN CLEANING CONTRACTOR	461.18	TOWN HALL CLEANING
MIDNET MEDIA	180.00	WEB HOSTING
NORTHWESTERN OHIO SECURITY SYSTEM	1,409.29	EMS & TOWN HALL CELLULAR
OHIO DEPARTMENT OF TAXATION	9,087.36	INCOME TAX DISTRIBUTION
OHIO PEACE OFFICER TRAINING	245.00	DOMESTIC VIOLENCE TRAINING
PERRY CORPORATION	66.00	IT CONTRACT
REINEKE FAMILY TIRE & SERVICE CENTER	222.53	CRUISER REPAIR
Republic Services #388	30.16	TRASH SVC
SAFEGUARD BUSINESS SYSTEMS	373.92	TAX FORMS
SHELL FLEET PLUS	3,094.07	FUEL
STAPLES BUSINESS ADVANTAGE	57.62	OFFICE SUPPLIES
STRATTON GREENHOUSES	267.40	TREES
TECHNICORE CLINICAL ENGINEERING	243.54	CLINICAL EQUIPMENT MAINTENANCE
TREASURER, STATE OF OHIO	2,600.00	ELIMINATION SYSTEM
UTILITY SERVICE CO, INC.	13,539.50	WATER TOWER PEDISPHERE

VERIZON WIRELESS	118.51	CELL PHONES/CARDS
VILLAGE OF OTTAWA	39,364.60	WATER
Wessler Engineering	5,082.87	SANITARY ON CALL SERVICES
Wessler Engineering	7,234.46	MANHOLE REHAB ENGINEERING
Wessler Engineering	169.53	ENGINEERING
	<u>115,442.24</u>	

BIWEEKLY PAYROLL 12/20	\$43,019.96
MEDICARE	\$590.46
OPERS	\$2,581.40
OP&F	\$2,043.16

Council Signature : \_\_\_\_\_ Date : \_\_\_\_\_

**Village of Bluffton  
Utility Committee Meeting  
December 13, 2019 @ 2:30PM**

Utility Committee members present: David Steiner & Jerry Cupples

Staff present, Jesse Blackburn, Village Administrator and Kevin Nickel Fiscal Officer

The existing refuse contract and related legislation was reviewed by the committee. Attached are the existing bidding specifications along with changes recommended by the committee noted on the document.

At 3:15 PM the committee adjourned the meeting.

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David Steiner

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Jerry Cupples

ORDINANCE NO. 09-19

AN ORDINANCE AMENDING ORDINANCE 02-19 (THE ANNUAL APPROPRIATION ORDINANCE) AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to appropriate funds and amend Ordinance No. 02-19 (The Annual Appropriation Ordinance).

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO:

SECTION 1: That monies are appropriated for the various funds as follows:

Supplemental Appropriations:

**General Fund:**

A1-7X-52710	Transfers	+\$ 126,000
E7-5K-52390	Refuse Service	+\$ 7,700
E1-5X-52380	Village of Ottawa	+\$ 40,000

SECTION 2: That an emergency exists in the daily operation of the Village whereby failure to act will be detrimental to the public health, welfare and safety of the inhabitants thereof, and for the further reason that this appropriation transfer is needed so expenditures can be made.

SECTION 3: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Passed and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2019 by the governing board of the Village of Bluffton, Ohio by the following vote:

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_  
FISCAL OFFICER

\_\_\_\_\_  
MAYOR

Approved as to Form:

\_\_\_\_\_  
SOLICITOR

**RESOLUTION NO. 23-19**

**A RESOLUTION TO ACCEPT THE RATE CHARGED BY THE VILLAGE OF OTTAWA, OHIO TO THE VILLAGE OF BLUFFTON, OHIO FOR BULK WATER BEGINNING JANUARY 1, 2020 AND DECLARING AN EMERGENCY**

WHEREAS: The Village of Ottawa and the Village of Bluffton meet and agree each year on the rate that is charged for water purchased by the Village of Bluffton under its existing water contract,

WHEREAS: An emergency exists in that the timeliness of the approval of the Bulk Water Rate is necessary for the preservation of the health, safety, and welfare of the citizens of the Village of Bluffton, Ohio;

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO THAT:**

SECTION 1: That the Village of Bluffton accepts the negotiated water rate charged by the Village of Ottawa, Ohio beginning on January 1, 2020 as follows:

\$2.06 per CCF

SECTION 2: That an emergency exists for the reasons set forth in this resolution

SECTION 3: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2019 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mayor

Approved as to form:

\_\_\_\_\_  
Village Solicitor



**RESOLUTION NO. 24-19**

**A RESOLUTION TO RENEW THE CURRENT CONTRACT WITH THE FIRM HACKENBERG, FEIGHNER, BISHOP & WERTH LLC, WITH ATTORNEY ELLIOTT T. WERTH AS THE VILLAGE SOLICITOR FOR THE VILLAGE OF BLUFFTON, OHIO FOR A PERIOD OF ONE (1) YEAR EFFECTIVE JANUARY 1, 2020**

WHEREAS: the Council finds that there is a need for a Village Solicitor to act as legal counsel to the Village and its departments.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO THAT:**

SECTION 1: That the Village Council hire, contract and otherwise retain the firm **HACKENBERG, FEIGHNER, BISHOP & WERTH, LLC**, with Attorney Elliott T. Werth, as Village Solicitor for a period of one (1) year beginning on January 1, 2020. The Village Solicitor shall be paid a retainer of One thousand and no/100 Dollars (\$1,000.00) per month. The Village Solicitor shall attend any and all regular and special meetings of Council. The Village Solicitor shall attend any other meetings of Council or its Committees and Boards when requested. The foregoing shall compensate all work of the Village Solicitor except extraordinary matters.

SECTION 2: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2019 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mayor

Approved as to form:

\_\_\_\_\_  
Village Solicitor

RESOLUTION NO. 28-19

A RESOLUTION: MAKING CERTAIN TRANSFERS AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to make certain transfers between funds of the Village of Bluffton.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO:

SECTION 1: That the following transfers are hereby made:

To	From	Amount
Water E1-0I-41920		+\$123,000
	General A1-7X-52710	-\$123,000

SECTION 2: That an emergency exists in the daily operation of the Village whereby failure to act will be detrimental to the public health, welfare and safety of the inhabitants thereof, and for the further reason that this appropriation transfer is needed so expenditures can be made.

SECTION 3: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Passed and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2019 by the governing body of the Village of Bluffton, Ohio by the following vote:

Yes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_  
FISCAL OFFICER

\_\_\_\_\_  
MAYOR

Approved as to Form:

\_\_\_\_\_  
SOLICITOR

RESOLUTION NO. 29-19

A RESOLUTION: MAKING CERTAIN TRANSFERS AT THE LEGAL LEVEL OF CONTROL AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to make certain transfers between accounts of the Village of Bluffton.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO:

SECTION 1: That the following transfers are hereby made:

**General Fund:**

To:	A1-1A-52110	PAYROLL	+\$4,000				
	A1-1A-52122	PERS	+\$5,700				
	A1-1B-52110	PAYROLL	+\$2,300				
To:	A1-7A-52121	HOSPITALIZATION	+\$3,200	From:	A1-7E-52510	LAND & BUILDINGS	-\$12,000
	A1-7A-52391	IT SERVICES	+\$3,200				
	A1-7J-52110	PAYROLL	+\$3,000				
	A1-7J-52122	PERS	+\$600				
	A1-7J-52390	MISC. CONTR. SERVICES	+\$47,000	From:	A1-1C-52312	ELECTRICITY - OHIO POWER	-\$19,000
To:	A1-1X-52390	MISC. SERVICES	+\$16,000		A1-2X-52420	MOSQUITO CONTROL	-\$19,000
	A1-3D-52110	PAYROLL	+\$7,000		A1-3D-52430	REPAIR & MAINTENANCE	-\$19,000
				From:	A1-1C-52350	REPAIR & MAINTENANCE	-\$3,000
To:	A1-1B-52430	REPAIR & MAINTENANCE	+\$11,000		A1-5L-52510	BRUSH DUMP IMPROVEMENT	-\$20,000
				From:	A1-7E-52312	ELECTRICITY - OHIO POWER	-\$11,000
To:	A1-2B-52340	PROFESSIONAL SERVICES	+\$1,000				
	A1-3D-52122	PERS	+\$1,300				
	A1-7A-52110	PAYROLL	+\$11,200				
	A1-7A-52122	PERS	+\$2,300				
	A1-7B-52110	PAYROLL	+\$300				
	A1-7B-52122	PERS	+\$305				
	A1-7G-52340	PROFESSIONAL SERVICES	+\$200				
	A1-7X-52710	TRANSFERS	+\$3,000				
				From:	A1-7E-52430	REPAIR & MAINTENANCE	-\$15,000
To:	A1-6X-52390	MISC SERVICES	+\$62,500		A1-7F-52390	MISC. CONTRACTUAL SERVICES	-\$4,605
				From:	A1-1F-52110	RESCUE & TRANS. PAYROLL	-\$50,000
					A1-6G-52550	SIDEWALK PROGRAM	-\$12,500
<b>Street Fund:</b>							
To:	B1-6B-52121	HOSPITALIZATION	+\$3,000				
	B1-6C-52420	OPERATING SUPPLIES	+\$1,500	From:	B1-6B-52110	PAYROLL	-\$4,500
<b>Cemetery Fund:</b>							
To:	B3-2A-52110	PAYROLL	+\$500				
	B3-2A-52122	PERS	+\$100	From:	B3-2A-52390	MISC. SERVICES	-\$600
<b>Water Fund:</b>							
To:	E1-5X-52110	PAYROLL	+\$5,600				
				From:	E1-5X-52520	EQUIPMENT	-\$5,600
<b>Sewer Fund:</b>							
To:	E2-5X-52110	PAYROLL	+\$8,000				
				From:	E2-5X-52121	HOSPITALIZATION	-\$8,000

SECTION 2: That an emergency exists in the daily operation of the Village whereby failure to act will be detrimental to the public health, welfare and safety of the inhabitants thereof, and for the further reason that this appropriation transfer is needed so expenditures can be made.

SECTION 3: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Passed and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2019 by the governing body of the Village of Bluffton, Ohio by the following vote:

Yes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_  
FISCAL OFFICER

\_\_\_\_\_  
MAYOR

Approved as to Form:

\_\_\_\_\_  
SOLICITOR

## Administrator's Report

To: Mayor Johnson & Council Members



12-23-19

### Village-owned farmland

Bids are being accepted until 11:00 am on December 27, 2019 for cash lease agreements for Village-owned farmland. Two separate leases are being advertised:

- "Bluffton Airport Farm" - 72.134 acres
- "Stager Farm" - 15.83 acres

Copies of the lease agreement are available at the Town Hall.

### 2020 Johnny Appleseed Cooperative Park Improvements Grant Program

Bluffton received a \$15,000 Grant request to provide ADA compliant accessibility to the features at the Village Park!!! The grant dollars will be reimbursed when the work is completed and proper documentation is submitted. This program has provided over 1 million dollars to 13 political subdivisions in Allen County funded through a tax levy originated in 1993.

### W. Elm Street Improvements – Phase I

Final payment of \$35,520.36 has been approved. Final project was \$36,229.00 under the contracted price!! The total paid to Hohenbrink Excavating \$851,780.05.

### On-going/planned projects:

- Waste Disposal Bid documents/contract and advertisement. Bid Packet scheduled for mid-January advertisement, award contract
- Water & Sewer meter replacement – bidding documents to be prepared beginning of 2020
- Sidewalk Easement discussions with Jefferson St. Phase II residents continue
- Planning Commission – meeting to discuss Zoning Districts along Jefferson St./RR tracks to occur mid-January 2020

### Adopt-a-family

THANK YOU to the employees of the Village who made thoughtful and generous donations to the family we adopted through the Bluffton Community Assistance Program. Special thanks to Angie Essinger for shopping for the family with the cash donations received along with the organization of this project & delivery of the gifts.

**Council Committee Meetings:** We would like to request following meetings:

- o Ordinance – grass mowing, animals
- o Personnel – wage Ordinance

*Merry  
Christmas*  
& **HAPPY NEW YEAR**



To: Mayor and Village Council Members

### Work completed

- Catch Basin installation
- GIS Storm facilities
- Snow plowing
- Meter reading
- Sign replacement
- Sanitary camera work
- Valve turning
- Curb repair

### Upcoming projects

- Manhole inspections
- Valve turning
- GIS storm facilities
- Public works garage maintenance, painting and cleaning

### Future planning

- Valve turning
- Dirt work at park
- Park gable ends
- Catch basin cleaning
- Manhole inspections

## County Line Sanitary replacement

The replacement of the sanitary line on county line road is being delayed until after the first of the year. Weather had made the initial delay and now the holiday season. J&D Snyder will be giving the Village enough notice to inform the public before the work begins.

## Downtown Lighting

Its been determined that several strands of Christmas lights are leaking voltage causing the tripping of the GFCI outlets. Those strands will be marked and further tested once removed for the season.

## Brush Grinding

Contacts have been made with 3 companies in regards of contracts to grind the brush. The companies have been given until January 3<sup>th</sup> to submit their bids.

## Backflow mailings

After the first of the year, letters will be sent out to the commercial businesses required to have backflow prevention devices. These are reminders that backflow devices are required to be tested annually and the results are to be recorded with the Health Department and the Village of Bluffton.



MERRY CHRISTMAS

